

**TOWN OF DAVIE
TOWN COUNCIL AGENDA REPORT**

TO: Mayor and Councilmembers

FROM/PHONE: Phillip R. Holste, Program Manager, 954-797-1041

PREPARED BY: Phillip R. Holste, Program Manager

SUBJECT: Resolution

AFFECTED DISTRICT: All Districts

ITEM REQUEST: **Schedule for Council Meeting**

TITLE OF AGENDA ITEM: GRANT - A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, AUTHORIZING ACCEPTANCE OF A GRANT FROM THE DEPARTMENT OF ENERGY FOR THE ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT PROGRAM (EECBG), REVISING THE EECBG GRANT ACTIVITIES AND AUTHORIZING EXECUTION OF THE GRANT.

REPORT IN BRIEF: The Town of Davie has been allocated \$841,200 for an Energy Efficiency and Conservation Block Grant (EECBG) through the American Recovery and Reinvestment Act of 2009. Through R2009-150, the Town Council approved submittal of the EECBG grant application and identified the following grant activities: the preparation of an energy efficiency conservation strategy (EECS), replacement of sport lights at Pine Island and Shenandoah parks, replacement of the Police Station air conditioner, a residential incentive program and administrative expenses. As the grant application and EECS were prepared, it became apparent that the residential incentive program was not cost feasible because of the staff time required to oversee it and benefit to a small number of residents.

At their November 2009 meeting, the Green Energy and Environmental Committee recommended the creation of a greenhouse gas inventory. The Town, however, does not have funds to complete this inventory. Therefore, staff recommends replacing residential incentive program with the greenhouse gas inventory. Through this project, the Town will hire a technical consultant to complete a greenhouse gas inventory and sustainability plan. This plan will help the Town to manage greenhouse gas emissions reductions by establishing an inventory of those emissions. This framework will serve to coordinate the Town's efforts to conserve natural resources, reduce waste, cut energy use and reduce the pollutants that cause global warming and climate change.

This resolution will authorize staff to accept the EECBG grant with the following activities: EECS strategy (completed), replacement of sport lights at Pine Island and Shenandoah parks, replacement of the Police Station air conditioner, town-wide greenhouse gas inventory and administrative expenses.

PREVIOUS ACTIONS: R-2009-150 (Approved submittal of EECBG grant application and grant acceptance/execution)

CONCURRENCES: Green Energy and Environmental Committee (November 2009)

FISCAL IMPACT: Yes

Has request been budgeted? n/a

Additional Comments: The Town will receive grant funding of \$841,200. This is a reimbursement grant. The Town has expended \$5,000 to complete the Energy Efficiency and Conservation Strategy. The capital projects (sports light and HVAC replacements) are included in the FY10-14 CIP amendment. The greenhouse gas inventory and grant administration expenses will be incorporated into current or future operating budgets.

RECOMMENDATION(S): Motion to approve resolution

Attachment(s): Resolution; Previous Resolution (R2009-150); Proposed EECBG Project Activity Worksheets (please note that administrative expenses do not require separate spreadsheet and are factored into project budgets)

RESOLUTION _____

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, AUTHORIZING ACCEPTANCE OF A GRANT FROM THE DEPARTMENT OF ENERGY FOR THE ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT PROGRAM (EECBG), REVISING THE EECBG GRANT ACTIVITIES AND AUTHORIZING EXECUTION OF THE GRANT.

WHEREAS, the Town of Davie has been allocated \$841,200 for a direct formula grant from Department of Energy for the Energy Efficiency and Conservation Block Grant (EECBG) Program; and

WHEREAS, the Town Council approved R-2009-150 which authorized the submittal of the Town's EECBG application and authorized acceptance and execution of the grant; and

WHEREAS, R-2009-150 identified specific grant activities to be carried out using the EECBG funds; and

WHEREAS, the Town Council desires to revise the EECBG grant activities.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA.

SECTION 1. The Town Council of the Town of Davie hereby authorizes the Town Administrator and/or appropriate personnel to accept grant funds from the Energy Efficiency and Conservation Block Grant Program.

SECTION 2. The Town Council authorizes EECBG grant activities including the preparation of an energy efficiency conservation strategy, replacement of sport lights at Pine Island and Shenandoah parks, replacement of the Police Station air conditioner, a greenhouse gas inventory and administrative expenses.

SECTION 3. The Town Council authorizes the Town Administrator or designee to accept and implement the grant and to execute all necessary grant contracts, documents, progress reports, invoices and extension requests.

SECTION 4. The Town Council authorizes the Director of Budget and Finance to recognize grant revenue and to appropriate the funds into the correct departmental budget.

SECTION 5. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS ____ DAY OF _____, 2009

MAYOR/COUNCILMEMBER

ATTEST:

TOWN CLERK

APPROVED THIS ____ DAY OF _____, 2009

RESOLUTION NO. R-2009-150

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, AUTHORIZING THE SUBMITTAL OF AN APPLICATION TO THE DEPARTMENT OF ENERGY FOR THE ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT PROGRAM (EECBG) AND AUTHORIZING ACCEPTANCE AND EXECUTION OF THE GRANT, IF AWARDED; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on March 26, 2009, the U.S. Department of Energy released its Funding Opportunity Announcement ("FOA") for approximately \$2.7 Billion in estimated formula grants under the Energy Efficiency and Conservation Block Grant (EECBG) Program of the American Recovery and Reinvestment Act of 2009; and

WHEREAS, the Town of Davie has been allocated \$841,200 for a direct formula grant from the EECBG Program; and

WHEREAS, the Town of Davie is required to submit its EECBG application by June 25, 2009.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA.

SECTION 1. The Town Council of the Town of Davie hereby supports and authorizes the Town Administrator and/or appropriate personnel to submit a grant application to the Department of Energy's EECBG program.

SECTION 2. The Town Council supports and authorizes the EECBG grant activities including the preparation of an energy efficiency conservation strategy, replacement of sport lights at Pine Island and Shenandoah parks, replacement of the Police Station air conditioner, a residential energy incentive program and administrative expenses.

SECTION 3. The Town Council authorizes the Town Administrator or designee to accept and implement the grant, if awarded, and to execute all necessary grant contracts, documents, progress reports, invoices and extension requests.

SECTION 4. The Town Council authorizes the Director of Budget and Finance to recognize grant revenue, if awarded, and to appropriate the funds into the correct departmental budget.

SECTION 5. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS 17th DAY OF June, 2009

Judy Paul
MAYOR/COUNCILMEMBER

ATTEST:

Annell White
TOWN CLERK

APPROVED THIS 17th DAY OF June, 2009

TOWN OF DAVIE TOWN COUNCIL AGENDA REPORT

TO: Mayor and Councilmembers

FROM/PHONE: Phillip R. Holste, Program Manager, 954-797-1041

PREPARED BY: Phillip R. Holste, Program Manager

SUBJECT: Resolution

AFFECTED DISTRICT: All Districts

ITEM REQUEST: Schedule for Council Meeting

TITLE OF AGENDA ITEM: GRANT/ACCEPTANCE - A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, AUTHORIZING THE SUBMITTAL OF AN APPLICATION TO THE DEPARTMENT OF ENERGY FOR THE ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT PROGRAM (EECBG) AND AUTHORIZING ACCEPTANCE AND EXECUTION OF THE GRANT, IF AWARDED; AND PROVIDING FOR AN EFFECTIVE DATE.

REPORT IN BRIEF: The Town of Davie has been allocated \$841,200 for an Energy Efficiency and Conservation Block Grant (EECBG) through the American Recovery and Reinvestment Act of 2009. To qualify for these funds, the Town must submit a grant application and energy efficiency conservation strategy (EECS). The grant application is due by June 25, 2009. This application will secure funds to prepare the EECS. Within 120 days of the grant award, the Town must submit the EECS that will detail the Town's proposed grant activities. The grant activities will include strategy preparation, replacement of sport lights at Pine Island and Shenandoah parks, replacement of the Police Station air conditioner, a residential energy incentive program and administrative expenses.

PREVIOUS ACTIONS: None

CONCURRENCES: At its May 6, 2009 meeting, the Town Council directed staff to submit an application that includes the aforementioned grant activities.

FISCAL IMPACT: Yes

Has request been budgeted? n/a

Additional Comments: The Town will receive grant funding of \$841,200.

RECOMMENDATION(S): Motion to approve resolution

Attachment(s): Resolution

EECBG Activity Worksheet

Grantee: Town of Davie Date: 03/16/2010
DUNS #: 63804736 Program Contact Email: Phillip_Holste@davie-fl.gov
Program Contact First Name: Phillip Last Name: Holste
Project Title: HVAC Replacement At Davie Police Station
Activity: 5. Energy Efficiency Retrofits If Other: _____
Sector: Public If Other: _____
Proposed Number of Jobs Created: 2.75 Proposed Number of Jobs Retained: _____
Proposed Energy Saved and/or Renewable Energy Generated: 250,000 kWh per year
Proposed GHG Emissions Reduced (CO2 Equivalents): 134.750
Proposed Funds Leveraged: \$0.00
Proposed EECBG Budget: 266,081.00
Projected Costs Within Budget: Administration: \$12,911.00 Revolving Loans: \$0.00 Subgrants: \$0.00
Project Contact First Name: Manny Last Name: Diez Email: Manny_Diez@davie-fl.gov
Metric Activity: Building Retrofits If Other: _____

Project Summary: *(limit summary to space provided)*

Proposed Project:

The Town will replace the HVAC system at the Police Department Building, the Town's largest public facility. The Police Department building was constructed in 2000 and comprises 39,050 square feet of office space. The current HVAC system consists of two Roof-Top packaged units, each approximately 75 tons in capacity. One unit serves the first floor, the other unit serves the second floor. The units are fitted with variable speed fans and distribute air through a system of ducts and variable air volume boxes throughout their respective floors. The units operate 24 hours per day, 7 days per week, holidays included.

Action Items:

This project activity will replace the HVAC system, leading to a significant reduction in energy consumption, CO2 emission and maintenance costs. The new system will consist of three Roof-Top packaged air conditioning units. The proposed unit sizes are 55 tons, for the first floor, 55 tons for the second floor, exclusive of the dispatch area and 7.5 tons for the dispatch area and IT service room. The outside air intake to the new general air conditioners will pass through an energy recovery unit enthalpy wheel, to be subcooled with building exhaust air. The building will provided with a new Energy Management system that will isolate branches that do not require 24 hour operation.

Metrics/Accountability:

We will track and measure the reduced energy usage (estimated at 250,000 kwh per year) at this facility from the improved efficiency of the HVAC system. These energy savings will directly impact the Town's operating budget and provide continuous return on investment. The indirect result is that the Town will be able to retain existing jobs and services and avoid layoffs. This project also results in a significant reduction of GHG at this facility.

This project will encourage economic growth and job creation for the HVAC manufacturer and electric contractors.

EECBG Activity Worksheet

Grantee: Town of Davie Date: 03/16/2010
DUNS #: 63804736 Program Contact Email: Phillip_Holste@davie-fl.gov
Program Contact First Name: Phillip Last Name: Holste
Project Title: Sports Light Replacement at Pine Island and Shenandoah Park
Activity: 12. Lighting If Other: _____
Sector: Public If Other: _____
Proposed Number of Jobs Created: 5.00 Proposed Number of Jobs Retained: _____
Proposed Energy Saved and/or Renewable Energy Generated: 127,560 kWh per year
Proposed GHG Emissions Reduced (CO2 Equivalents): 1,253.000
Proposed Funds Leveraged: \$0.00
Proposed EECBG Budget: 502,333.00
Projected Costs Within Budget: Administration: \$19,715.00 Revolving Loans: \$0.00 Subgrants: \$0.00
Project Contact First Name: Manny Last Name: Diez Email: Manny_Diez@davie-fl.gov
Metric Activity: Government, School, Institutional Procurement If Other: _____

Project Summary: *(limit summary to space provided)*

Proposed Project:

We propose a \$500,000 project to replace aging light fixtures at our two active recreational facilities (Pine Island Park and Shenandoah Park). The Shenandoah Park lights (14601 SW 14 Street, Davie, FL 33325) were manufactured by Wide-Lite and installed in 1989. This project will replace sports light fixtures on four poles. The lights at Bamford Park (3801 S. Pine Island Road, Davie, FL 33328) were made by General Electric and installed in 1992. This project will replace 32 sports light fixtures. These lights currently serve sports fields include soccer/football and baseball/softball.

Action Items:

We will replace the current light fixtures with a new, energy efficient lighting system that features fixtures that use less energy and have a 10-year warranty. This new lighting technology provides more efficient, targeted lighting requiring fewer fixtures, which will result in energy savings. The system also features computerized lighting controls that will allow employees to turn the lights on and off remotely. Throughout Broward County, these lighting systems have been installed and resulted in annual energy usage savings of 15-20%. For the used lamps, the Town's contractor will use Veolia Environmental Services to dispose or recycle the lamps if possible. The Town's contractor will recycle the metal found in the light fixtures through a local facility.

Metrics/Accountability:

We will track and measure the reduced energy usage at Pine Island and Shenandoah Parks from the improved efficiency of the new lights (estimated at 127,500 kwh per year). We also anticipate additional savings from the more efficient, targeted use of the lights and the new timing system associated with these fixtures. These energy savings will directly impact the Town's operating budget and provide continuous return on investment. The indirect result is that the Town will be able to retain existing jobs and services and avoid layoffs. This project also results in a significant reduction of GHG at this facility.

With these new lights, the Town will avoid the increased maintenance costs associated with the 18 and 21 year old fixtures. As mentioned above, these new lights also come with the warranty that includes maintenance. There, the reduced maintenance costs result in an operational savings of approximately \$10,000 per year.

This project will also encourage economic growth through job creation for the electrical contractor and light fixture supplier/manufacturer.

If you are proposing more than one activity, save this file as many times as needed with successive page numbers. For example: "OH-CITY-Columbus-Project Activity page 1.pdf," "OH-CITY-Columbus-Project Activity page 2.pdf," and continue as needed.

EECBG Activity Worksheet

Grantee: Town of Davie Date: 03/16/2010
DUNS #: 63804736 Program Contact Email: Phillip_Holste@davie-fl.gov
Program Contact First Name: Phillip Last Name: Holste
Project Title: Greenhouse Gas Inventory and Sustainability Action Plan
Activity: 2. Technical Consultant Services If Other: _____
Sector: Public If Other: _____
Proposed Number of Jobs Created: 0.75 Proposed Number of Jobs Retained: _____
Proposed Energy Saved and/or Renewable Energy Generated: N/A
Proposed GHG Emissions Reduced (CO2 Equivalents): 0.000
Proposed Funds Leveraged: \$0.00
Proposed EECBG Budget: 67,786.00
Projected Costs Within Budget: Administration: \$3,476.00 Revolving Loans: \$0.00 Subgrants: \$0.00
Project Contact First Name: Manny Last Name: Diez Email: Manny_Diez@davie-fl.gov
Metric Activity: Building Energy Audits If Other: _____

Project Summary: *(limit summary to space provided)*

Proposed Project:

The Town of Davie is the largest municipality in Broward County based on land size (36.4 square miles). Over this vast area, the Town maintains over 220 structures totaling 243,000 square feet of space. Additionally, the Town is also responsible for the maintenance of 43 park and open space facilities with a trail system exceeding 220 linear feet. Through this project, the Town will hire a technical consultant to complete a greenhouse gas inventory and sustainability plan. This plan will help the Town to manage greenhouse gas emissions reductions by establishing an inventory of those emissions. This framework will serve to coordinate the Town's efforts to conserve natural resources, reduce waste, cut energy use and reduce the pollutants that cause global warming and climate change.

Action Items:

Using the International Council for Local Government Initiatives (ICLEI) framework, the Town's greenhouse gas inventory and sustainability plan will include the following activities:

1. Conduct a baseline emission inventory and forecast.
Based on energy and waste data, the consultant will calculate greenhouse gas emissions for a base year and a forecast target year. This process will the creation of a baseline inventory and forecast from the Town's internal operations and a Town-wide baseline inventory and forecast for private buildings and vehicles.
2. Adopt an emission reduction target for a future year.
Based on the inventory and forecasts, the Town will work with the consultant to identify target reductions in the following areas: energy consumption, resource consumption and waste reduction. The target both fosters political will and creates a framework to guide the planning and implementation of measures.
3. Develop a local action plan
Through a multi-stakeholder process, the Town will develop a Local Action Plan that describes the policies and measures that it will undertake to reduce GHG emissions and achieve its emissions reduction target. This plan will include a timeline, a description of financing mechanisms, and an assignment of responsibility to departments and staff. In addition to direct GHG reduction measures, this plan will also include a public information outreach strategy to highlight the means of raising public awareness and encouraging education efforts.
4. Implement policies and measures
The Town will implement the policies and measures contained in its Local Action Plan. Typical policies and measures implemented will include energy efficiency improvements to municipal buildings and water treatment facilities, streetlight retrofits, public transit improvements, installation of renewable power applications, and methane recovery from waste management.
5. Monitor and verify results
The Town will monitor its EECBG activities based on their defined metrics. This monitoring will serve as a precursor to the verification progress that measure the Town's efforts in reducing or avoiding GHG emissions. Local Action Plan monitoring will begin once measures are implemented and continues for the life of the measures, providing important feedback that can be use to improve the measures over time.

If you are proposing more than one activity, save this file as many times as needed with successive page numbers. For example: "OH-CITY-Columbus-Project Activity page 1.pdf," "OH-CITY-Columbus-Project Activity page 2.pdf," and continue as needed.